

Schedule A

10.90.10

Reimbursement Rates for Lodging, Meals and Private Vehicle Mileage For the Continental USA - 48 Contiguous States and the District of Columbia

Rate	Notes																														
<p><u>Maximum Allowable Lodging Rates</u> (see notes for tax treatment)</p> <ul style="list-style-type: none">• Non High-Cost Locations (In State and Out of State)• Maximum rate = \$55/ night• Exception to maximum rate = \$128.00 / day• High-Cost Locations = See web site http://www.gsa.gov/travel.htm for the rates for individual high cost locations in the Continental USA.	<p>The reference for the maximum lodging rates is the U.S. General Services Administration’s web site, http://www.gsa.gov/travel.htm. Select U.S. Per Diem Rates by Location (<u>Continental USA</u>) to view rates for the contiguous 48 states (amounts shown are before adding taxes) or <u>Foreign Per Diem Rates</u> (taxes included) to view rates for Alaska, Hawaii, and U.S. possessions.</p>																														
<p><u>Meal Rates</u> (including taxes and tips)</p> <table><tr><td></td><td>Non High-Cost Locations</td><td colspan="4">-----High Cost Locations-----</td></tr><tr><td>Breakfast</td><td>\$ 7.00</td><td>\$ 8.00</td><td>\$ 9.00</td><td>\$10.00</td><td>\$11.00</td></tr><tr><td>Lunch</td><td>9.00</td><td>10.00</td><td>11.00</td><td>13.00</td><td>14.00</td></tr><tr><td>Dinner</td><td><u>14.00</u></td><td><u>16.00</u></td><td><u>18.00</u></td><td><u>19.00</u></td><td><u>21.00</u></td></tr><tr><td>Totals</td><td><u>\$30.00</u></td><td><u>\$34.00</u></td><td><u>\$38.00</u></td><td><u>\$42.00</u></td><td><u>\$46.00</u></td></tr></table>		Non High-Cost Locations	-----High Cost Locations-----				Breakfast	\$ 7.00	\$ 8.00	\$ 9.00	\$10.00	\$11.00	Lunch	9.00	10.00	11.00	13.00	14.00	Dinner	<u>14.00</u>	<u>16.00</u>	<u>18.00</u>	<u>19.00</u>	<u>21.00</u>	Totals	<u>\$30.00</u>	<u>\$34.00</u>	<u>\$38.00</u>	<u>\$42.00</u>	<u>\$46.00</u>	<p>To determine which high cost meal rate applies for a specific high cost location in the Continental USA, refer to web site http://www.gsa.gov/travel.htm. (Meal rates will be referred to as <u>subsistence</u> rates.)</p>
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<p><u>Non High-Cost Per Diem Rate</u></p> <ul style="list-style-type: none">• Daily rate = \$85.00 / day = Non high-cost lodging rate (\$55) + Non high-cost meals rate (\$30)• Hourly rate = \$85 / 24 hours = \$3.54 per hour	<p>Certain types of boards and commissions use both daily and hourly rates (Section 10.70). Also, the hourly rate is used when an employee is authorized to use a privately owned travel trailer or camper (Section 10.30.70).</p>																														
<p>Private Owned Vehicle (POV) Mileage Rate = \$.325 / mile</p>	<p>Source: IRS Revenue Procedure 99-38.</p>																														
<p>Private Aircraft Mileage Rate = \$.88 / statute mile</p>	<p>Source: Federal Register Vol. 63, No. 173 Sept. 8, 1998.</p>																														
<p>Private Owned Motorcycle Mileage Rate = \$.26 / mile</p>	<p>Source: Federal Register Vol. 63, No. 173 Sept. 8, 1998.</p>																														